REQUEST FOR QUALIFICATIONS
NEEDS ASSESSMENT & COST ESTIMATING
for
CAMPUS RECREATION PLANNING STUDY
University of California, Irvine

Under the guidelines of Calif. Public Contract Code 10510.4 - 10510.9, the University is seeking the best qualified firm to provide Needs Assessment and Cost Estimating Services for the Campus Recreation Planning Study project.

Project Summary
Since 1965, the Department of Campus Recreation has been providing a wide variety of activities, programs, services and facilities in support of UC Irvine students, faculty, staff and the broader campus community. The department strives to provide participatory sports and fitness programs and services to the University community in a manner that meets or exceeds the standard of excellence of the University.

Current facilities were designed when campus enrollment was 18,000 students. Since then, building utilization has surged while enrollment has nearly doubled. Current facilities and programs have become increasingly impacted by enrollment growth and campus expansion. The objective of the Program Needs Assessment and Facility Plan is to analyze the present situation and begin anticipating and planning how to maximize existing facilities, while identifying strategies and potential capital projects that will support future growth, including new trends in recreation, fitness and wellbeing.

Required Services
The Consultant will evaluate existing facilities and programs and provide pre-programming services to aid in prioritization of capital projects. Note that this study does not include systems criteria assessment or detailed program development of potential capital improvement projects. Consultant services shall include, but are not limited to, the following:

1) Existing Conditions Assessment: Inventory and assessment of existing campus recreation programs and facilities.

2) Benchmark Analysis: Evaluation of campus recreation trends with peer institutions nationwide and planning recommendations developed by the National Intramural-Recreational Sports Association (NIRSA).

3) User Survey: Facilitate user input through 3 to 4 focus groups and 1 informal (non-scientific) user survey to identify expansion/development opportunities and assist campus leadership with project prioritization.

4) Program Recommendations: Recommend strategies for program improvement based on existing deficiencies and identified trends in support of future enrollment growth.

5) Conceptual Massing: Conceptual options for building massing, profiles, and juxtaposition with adjacent buildings, and relationship to site typography. Completion of graphics that can represent the project to both internal and external stakeholders. Architectural detail should be avoided. Massing diagrams to be prepared for up to 3 potential capital improvement projects.

6) Estimate of Probable Cost: Preparation of rough order-of-magnitude (ROM) cost estimates based on the existing operational requirements, including all assumptions about site development, massing, materials, systems, space efficiency, sustainability, phasing, etc. ROM estimates to be prepared for up to 3 potential capital improvement projects.
Procedures

Request for Qualifications will be available electronically at **2:00 PM on May 29, 2019** from UCI Design & Construction Services. Contact Wendy Chew at (949) 824-1128, email wchew@uci.edu to obtain required forms.

Submittal Requirements

Send one original and five (5) copies of Statements of Qualifications to:

Wendy Chew, Principal Contracts Analyst
UC Irvine Design & Construction Services
101 Academy, Suite 200
Irvine, CA 92697-2450

**Deadline for submittals is June 19, 2019 @ 2:00 PM**

Estimated Contract Duration: 6 months

Every effort will be made to ensure that all persons have equal access to contracts and other business opportunities with the University within the limits imposed by law or University policy. Interested firms will be required to show evidence of their equal employment opportunity policy.